

PhD Program N094

Registration of the doctoral thesis

It is recommended to find a thesis supervisor and to get in contact with the program coordinator of your chosen thematic program prior to the formal admission to the doctoral program at the Medical University of Vienna.

Requirements

1. the doctoral thesis must be part of a peer-reviewed, funded research project,
2. the proposal of the doctoral thesis has to be ‚defended‘ in public prior to initiation of the project,
3. the student must be formally allocated to one of the approved thematic programs.

Registration of the doctoral thesis project (required before completing the first semester)

In order to ensure the quality of her/his doctoral thesis, each applicant has to submit a completely signed and filled in registration form and a thesis proposal to the direction of curriculum via the Office for Student Affairs.

As a formal criteria the supervisor has to be a member of the staff of the MedUni Vienna holding a “venia docendi” or an equivalent qualification, who is familiar with the thesis work and able to survey the thesis progress.

If you intend to be supervised by a foreign supervisor please read the guidelines “[Semesters\(s\) abroad](#)”.

Please see:

[Guidelines for compilation](#); [Rules and Requirements](#)
[Registration form](#)
[User form for the thesis proposal](#)

Pursuant to the articles of the Medical University of Vienna section II, §17b, para 10 a doctoral thesis committee (supervisor of the thesis and 2 further members who will be suggested by the program coordinator) has to follow the progress of your doctoral thesis in regular intervals (at least once a year) and is required to comment on in a script. Please see user form "[Progress report meeting of the doctoral thesis committee](#)".

Moreover the thesis committee shall mediate between the applicant and the supervisor if problems emerge. Therefore, one member shall be on the doctorand's disposal as a "mentor" to settle probable disagreements.

When writing the thesis proposal the following issues have to be considered:

- *The originality of the scientific problem*
- *Adequate and up-to date methods and technology*
- *In the course of the compilation of the doctoral thesis the students have to consider the guidelines of „[Good Scientific Practice – Ethics in Science and Research](#)“*
- *The doctoral thesis has to be constructed in conformity with the „[Vancouver-Guidelines](#)“*

Please submit your doctoral thesis registration and your thesis proposal to your program coordinator who will appoint two further members holding a "venia docendi" your doctoral thesis committee. At least one further member (extern member) must not be part of the organisational unit of the supervisor.

After the defense of your thesis proposal in front of the two further members of your thesis committee, the completely signed and filled in documents has to be forwarded to the direction of curriculum (via the Office for Student Affairs) who will decide about the approval.

Only after revision of the submitted forms the direction of curriculum can approve the doctoral thesis application and thesis plan. Supervisor and applicant will be informed by letter about the approved application.

In the case of obscurities please direct your inquiry to:

Martin Janku
Medical University of Vienna, Office for Student Affairs, Terminal 2
Spitalgasse 23, 1090 Vienna
Tel: +43 1 40160 21019
Fax: +43 1 40160 9 21 000
Email: martin.janku@meduniwien.ac.at